

DDA 82-2507

Date 10-20-82

**ROUTING AND TRANSMITTAL SLIP**

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. <u>DCI</u>		
2.		
3.		
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

DCI,  
 attached are suggested  
 talking points for your  
 speech,  
*Harry*

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

DDA

5041-102

☆ GPO : 1980 O - 311-156 (17)

OPTIONAL FORM 41 (Rev. 7-76)  
 Prescribed by GSA  
 FPMR (41 CFR) 101-11.206

DDA:HEFitzwater:kmg  
 (20 Oct 82)  
 Distribution:  
 Orig YRS - O/DCI w/att  
 (by hand)  
 1 - DDA Subj  
 1 - DDA Chrono  
 1 - HEF Chrono

82-2507

TALKING POINTS FOR  
DCI SPEECH - 21 OCTOBER 1982

MORALE

-TALKING TO EMPLOYEES DURING MY TRIPS OVERSEAS AND AROUND THE  
COUNTRY, I HAVE FOUND MORALE TO BE GOOD.

-ATTRIBUTED TO:

- RENEWED SENSE OF MISSION
  - RENEWAL OF RESPECTABILITY OF THE INTELLIGENCE PROFESSION
    - IMPROVED PUBLIC OPINION
    - SUPPORT AT GRASS ROOTS LEVEL
    - REDUCTION OF PRESS COVERAGE AND MORE ACCEPTABILITY  
BY NEWS MEDIA
    - RENEWED SUPPORT BY BOTH EXECUTIVE AND LEGISLATIVE  
BRANCHES OF GOVERNMENT EVEN THOUGH OCCASIONALLY WE  
FIND OURSELVES INVOLVED IN POLITICAL ISSUES
  - OVERSEAS PAY WHICH IS NOW A PERMANENT PART OF THE OVERSEAS  
BENEFITS
  - THE STRENGTH OF THE DOLLAR OVERSEAS IS HELPING PEOPLE
  - ADOPTION OF ITEMS CONTAINED IN THE FOREIGN SERVICE ACT
  - THE AGENCY'S AND DOS'S EFFORTS TO IMPROVE PERSONAL AND  
PHYSICAL SECURITY OVERSEAS
- STAT
- IDENTITIES LEGISLATION HAS HELPED PEOPLE UNDER COVER
  - BETTER TRAINING OF OUR PEOPLE PRIOR TO OVERSEAS ASSIGNMENTS
    - FAMILY LIAISON OFFICE HAS ASSISTED NEW EMPLOYEES TO  
BETTER PREPARE FOR OVERSEAS LIVING AND BETTER UNDER-  
STANDING OF THE ENVIRONMENT IN WHICH THEY WILL RESIDE

MANAGEMENT AND RESOURCES

- ALTHOUGH WE ARE TAXED BY THE MISSION AND INCREASING ACTIVITIES, WE ARE STILL MANAGING TO DO A VERY COMMENDABLE JOB
- THIS HAS REQUIRED MANY OF YOU TO SACRIFICE BY PUTTING IN LONGER HOURS, SOME PEOPLE HAVE GIVEN UP LEAVE, EXTENSIVE TDY'S
- YOUR TRAINING HAS BEEN SACRIFICED BECAUSE OF THE MISSION
- WE HOPE TO REMEDY THESE SHORTFALLS AS WE REBUILD THE AGENCY ALONG THE GUIDELINES OF INTELLIGENCE CAPABILITIES '85
- AS WE MOVED INTO FISCAL '83, THE BUDGET HAS INCREASED BY MORE THAN 25 PERCENT-- THE ACTUAL REAL GROWTH IN LIGHT OF INFLATION WILL BE OVER HALF THAT AMOUNT
- WE ENDED FY'82  ABOVE OUR '82 CEILING -- THIS STAT WAS APPROVED BY OMB AND CONGRESS WHICH DEMONSTRATES THEIR SUPPORT FOR THE AGENCY'S PROGRAMS
- WE HAVE JUST COMPLETED WITH THE COMMUNITY STAFF AND OMB HEARINGS FOR OUR '84 BUDGET AND ARE ENCOURAGED WITH EXPECTED GROWTH IN AGENCY PROGRAMS
- THE AGENCY'S PERSONNEL COMPLEMENT WILL SEE A SIGNIFICANT INCREASE IN '83 AND WE EXPECT TO CONTINUE THIS GROWTH IN '84
- I HAVE TASKED OUR MANAGERS, IN ACCORDANCE WITH ADMINISTRATION DIRECTIVES, TO LOOK TO AREAS WHERE WE MAY REDUCE WASTE AND PERFORM OUR JOBS MORE EFFECTIVELY
- SIGNIFICANT SAVINGS HAVE BEEN REALIZED BY USE OF GTR'S WHENEVER FEASIBLE
- AUTOMATION ~~(APARS)~~ HAS SIGNIFICANTLY REDUCED OVERTIME COSTS AND IMPROVED EFFICIENCY AND PRODUCTION IN CERTAIN AREAS

TR's =  
OVT TRAVEL  
REQUESTS

- THROUGH INVESTMENTS IN CAPITAL EQUIPMENT, WE HAVE BEEN ABLE TO BOTH INCREASE EFFICIENCY AND IMPROVE OUR RESPONSIVENESS IN A VARIETY OF WAYS -- AS AN EXAMPLE WE HAVE INCREASED OUR COMPUTING POWER 3 TIMES IN THE LAST 4 YEARS
- I WOULD ENCOURAGE EACH OF YOU TO MAKE USE OF THE SUGGESTION AWARDS PROGRAM AND HELP US FURTHER IMPROVE THE COST EFFECTIVENESS OF OPERATING OUR AGENCY
- IF YOUR SUGGESTION IS ONE THAT ELIMINATES WASTE OR IMPROVES EFFICIENCY, MONETARY AWARDS ARE AVAILABLE

EFFICIENCY

- ONE OF THE THINGS WE MUST WORK TOWARD IS MOVING OUR PEOPLE BACK INTO HQS FOR INCREASED EFFICIENCY
- TODAY WE ARE HOUSED IN OVER 30 LOCATIONS IN THE METROPOLITAN AREA
- THIS IS AN INEFFICIENT AND COSTLY WAY OF DOING BUSINESS AND REQUIRES DUPLICATION OF EXTREMELY SCARCE RESOURCES
- I HAVE AUTHORIZED LEASING 150,000 SQUARE FEET ON THE 123 CORRIDOR TO REDUCE CURRENT CROWDING AND TO PROVIDE FOR '83 INCREASE IN STAFF
- WORKING TOWARD THIS END, WE ARE PLANNING FOR A NEW BUILDING
- WE HAVE OBTAINED APPROVAL BY THE NATIONAL CAPITAL PLANNING COMMISSION, FAIRFAX SUPERVISORS, AND HAVE CONCURRENCE OF LOCAL INTEREST GROUPS
- WE APPEAR TO HAVE CONGRESSIONAL INTEREST AND SUPPORT
- WE HAVE NOW SELECTED AN A/E FIRM AND ARE NEGOTIATING WITH THEM FOR THE DESIGN OF THE NEW BUILDING
- I AM SEEKING FUNDS IN THE '84 BUDGET FOR THE CONSTRUCTION OF THIS BUILDING

-ALSO TO INCREASE EFFICIENCY, WE ARE WORKING TOWARD A NEW  
REDIRECTION OF THE SAFE PROGRAM

◦OUR INITIAL EFFORTS IN THE DEVELOPMENT OF SAFE HAVE BEEN  
DISAPPOINTING BUT WE BELIEVE WE HAVE TURNED CORNER

◦I HAVE REDIRECTED THE SAFE PROGRAM THAT WILL PROVIDE AN  
INITIAL CAPABILITY FOR INTERIM-LIKE SAFE FUNCTIONS STARTING  
IN MARCH '83 FOR AT LEAST 300 DDI USERS

◦THIS SHOULD HELP OUR ANALYSTS IN DOING THEIR JOBS

-WE ARE INVESTING SIGNIFICANT FUNDS IN OUR OFFICE OF COMMUNICATIONS  
TO UPGRADE OUR DOMESTIC AND FOREIGN COMMUNICATIONS NETWORKS

-OUR TRAINING REQUIREMENTS, AS WE REBUILD, ARE EXPANDING AND REQUIRE  
ADDITIONAL RESOURCES TO MEET THESE REQUIREMENTS TO MATCH THE NEEDS  
OF AN EXPANDING AGENCY

-AS WE EXPAND, NEW CHALLENGES WILL BE FACED BY OUR OFFICES OF  
MEDICAL SERVICES, SECURITY, AND PERSONNEL IN RECRUITMENT

◦THEY PERFORMED YEOMAN WORK DURING THE LAST FISCAL YEAR AS WE  
PROCESSED AND ENTERED ON DUTY OVER 50 PERCENT MORE PERSONNEL  
THAN IN THE PRIOR FISCAL YEAR

-WE EXPECT AND WILL NEED TO PROVIDE FURTHER GROWTH IN OUR DATA  
PROCESSING CAPABILITIES AS EACH OF THE DIRECTORATES' DEMANDS FOR  
SUCH SERVICE INCREASE FOR INCREASED PRODUCTION AND EFFICIENCY

-WE WILL CONTINUE TO SEEK LEGISLATION TO PROVIDE RELIEF FOR THE  
AGENCY IN THE AREAS OF FREEDOM OF INFORMATION AND PRIVACY ACTS

Mr. Fitzwater:

Mr. Casey called on your direct line at 1055 hrs and said he would like some notes on any ideas of what he might want to mention in talking to the employees tomorrow. He particularly has in mind the waste reduction program that you are doing, what kind of a suggestion system we have, anything about space, the new building, and anything else you want him to mention.

He said just notes he can use in his speech.

[REDACTED]

20 October 1982

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